

TOWNSHIP OF MAPLE GROVE  
SAGINAW COUNTY

FINANCIAL STATEMENTS

MARCH 31, 2005

Michigan Department of Treasury  
496 (2-04)**Auditing Procedures Report**

Issued under P.A. 2 of 1968, as amended.

Local Government Type <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Government Name <b>TOWNSHIP OF MAPLE GROVE</b>	County <b>SAGINAW</b>
Audit Date <b>3/31/05</b>	Opinion Date <b>6/24/05</b>	Date Accountant Report Submitted to State: <b>7-20-05</b>	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- ☐ Yes ☒ No 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.
- ☐ Yes ☒ No 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
- ☒ Yes ☐ No 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
- ☐ Yes ☒ No 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
- ☐ Yes ☒ No 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
- ☐ Yes ☒ No 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit.
- ☐ Yes ☒ No 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year).
- ☒ Yes ☐ No 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
- ☐ Yes ☒ No 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:

	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	✓		
Reports on individual federal financial assistance programs (program audits).			✓
Single Audit Reports (ASLGU).			✓

Certified Public Accountant (Firm Name)

**DEMIS & WENZLICK P.C.**

Street Address

**217 N WASHINGTON, SUITE 201**

City

**OWOSSO**

State

**MI**

ZIP

**48867**

Accountant Signature

Date

**8-24-05**

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# DEMIS and WENZLICK, P.C.

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## INDEPENDENT AUDITOR'S REPORT

Members of the Township Board  
Township of Maple Grove  
Saginaw County, Michigan

We have audited the accompanying general-purpose financial statements of the Township of Maple Grove, Michigan as of and for the year ended March 31, 2005. These financial statements are the responsibility of the Township of Maple Grove management. Our responsibility is to express an opinion on these general-purpose financial statements based on our audit.

We have conducted our audit in accordance with generally accepted auditing standards in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general-purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general-purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Management has not presented government-wide financial statements to display the financial position and changes in financial position of its governmental activities and business-type activities as required by the Governmental Accounting Standards Board (GASB 34). Accounting principles generally accepted in the United States of America require the presentation of government-wide financial statements. GASB 34 requires management's discussion and analysis which also has not been prepared.

In our opinion, except for the effects of non-application of GASB 34 as described in the previous paragraph, the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of the Township of Maple Grove, as of March 31, 2005, in conformity with generally accepted accounting principles in the United States of America.

Our audit was made for the purpose of forming an opinion on the combined financial statements taken as a whole and on the combining and individual fund financial statements. The accompanying financial information has been subjected to the auditing procedures applied in the examination of the combined, combining, and individual fund financial statements and, in our opinion, is fairly stated in all material respects in relation to the combined financial statements taken as a whole.

Our report of comments and recommendations dated June 24, 2005, has been submitted under separate cover.

*Davis and Wenzel, P.C.*

Certified Public Accountants

Owosso, Michigan  
June 24, 2005

TOWNSHIP OF MAPLE GROVE  
COMBINED BALANCE SHEET  
ALL FUND TYPES AND ACCOUNT GROUPS  
MARCH 31, 2005

	<u>GENERAL</u>	<u>FIDUCIARY FUND TYPE TRUST &amp; AGENCY</u>	<u>GENERAL FIXED ASSETS</u>
ASSETS:			
Cash in Bank	\$315,568	\$ 2,327	\$
Accounts Receivable	1,340		
Accounts Receivable - State	27,178		
Taxes Receivable	17,496		
Due from Other Funds	2,327		
Fixed Assets			803,928
TOTAL ASSETS	<u>\$363,909</u>	<u>\$ 2,327</u>	<u>\$803,928</u>
LIABILITIES:			
Accounts Payable	\$ 18,235	\$	\$
Payroll Taxes Due	2,084		
Due to Other Funds		<u>2,327</u>	
TOTAL LIABILITIES	<u>\$ 20,319</u>	<u>\$ 2,327</u>	
FUND EQUITY:			
Investment in General Fixed Assets	\$	\$	\$803,928
Fund Balance	<u>343,590</u>	<u>-0-</u>	
TOTAL FUND EQUITY	<u>\$343,590</u>	<u>\$ -0-</u>	<u>\$803,928</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$363,909</u>	<u>\$ 2,327</u>	<u>\$803,928</u>

The accompanying notes are an integral  
part of the financial statements.

TOWNSHIP OF MAPLE GROVE  
COMBINED STATEMENT OF REVENUES, EXPENDITURES  
ALL CHANGES IN FUND BALANCES  
ALL GOVERNMENTAL FUND TYPES  
YEAR ENDED MARCH 31, 2005

REVENUES:

Property Taxes	\$284,053
Permits	25,196
State Shared Revenues	180,392
Tax Administrative Fees	23,130
Interest Income	1,300
Miscellaneous	<u>24,077</u>
TOTAL REVENUES	\$538,148

EXPENDITURES:

Planning/Zoning	\$ 3,359	
Inspections	14,070	
Trustees	3,585	
Township Board	22,166	
Supervisor	8,146	
Clerk	5,812	
Board of Review	1,356	
Treasurer	8,987	
Assessor	13,446	
Elections	2,877	
Hall & Grounds	16,629	
Other General Gov't.	180,180	
Cemetery	741	
Health & Welfare	6,638	
Roads/Bridges	41,700	
Fire Protection	25,552	
Parks & Recreation	3,964	
Library	<u>850</u>	<u>360,058</u>

EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$178,090
--	-----------

OTHER SOURCES (USES) OF FUNDS:

Transfers In	\$ -0-	
Transfers Out	<u>-0-</u>	<u>-0-</u>

EXCESS OF REVENUES OVER (UNDER) EXPENDITURES AND OTHER SOURCES (USES) OF FUNDS	\$178,090
--	-----------

Fund Balance 4-1-04	<u>165,500</u>
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FUND BALANCE AT 3-31-05	<u>\$343,590</u>
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The accompanying notes are an integral  
part of the financial statements.

TOWNSHIP OF MAPLE GROVE  
 COMBINED STATEMENT OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCES BUDGET (GAAP BASIS) AND ACTUAL  
 GENERAL FUND TYPE  
 YEAR ENDED MARCH 31, 2005

	<u>BUDGET</u>	<u>ACTUAL</u>	ACTUAL (OVER) UNDER <u>BUDGET</u>
REVENUES:			
Property Taxes	\$177,880	\$284,053	\$(106,173)
Permits	20,800	25,196	(4,396)
State Shared Revenues	177,000	180,392	(3,392)
Tax Admin. Fees	17,500	23,130	(5,630)
Interest Income	600	1,300	(700)
Miscellaneous Income	<u>14,520</u>	<u>24,077</u>	<u>(9,557)</u>
TOTAL REVENUES	\$408,300	\$538,148	\$(129,848)
EXPENDITURES:			
Planning Zoning	\$ 5,750	\$ 3,359	\$ 2,391
Inspections	19,100	14,070	5,030
Trustees	3,800	3,585	215
Township Board	20,850	22,166	(1,316)
Supervisor	8,000	8,146	(146)
Clerk	6,000	5,812	188
Board of Review	1,200	1,356	(156)
Treasurer	9,200	8,987	213
Health & Welfare	30,800	6,638	24,162
Elections	3,650	2,877	773
Hall & Grounds	14,400	16,629	(2,229)
Other General Gov't.	177,800	180,180	(2,380)
Cemetery	800	741	59
Assessor	14,600	13,446	1,154
Roads/Bridges	58,850	41,700	17,150
Fire Protection	29,500	25,552	3,948
Parks & Recreation	4,000	3,964	36
Library	<u>-0-</u>	<u>850</u>	<u>(850)</u>
TOTAL EXPENDITURES	\$408,300	\$360,058	\$ 48,242

The accompanying notes are an integral  
 part of the financial statements.



TOWNSHIP OF MAPLE GROVE  
 COMBINED STATEMENT OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCES BUDGET (GAAP BASIS) AND ACTUAL  
 GENERAL FUND TYPES (CONTINUED)  
 MARCH 31, 2005

	<u>BUDGET</u>	<u>ACTUAL</u>	ACTUAL (OVER) UNDER <u>BUDGET</u>
EXCESS OF REVENUES OVER (UNDER)			
EXPENDITURES	\$ -0-	\$178,090	\$(178,090)
OTHER SOURCES (USES) OF FUNDS:			
Transfers In	\$ -0-	\$ -0-	\$ -0-
Transfers Out	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
EXCESS OF REVENUES (OVER) UNDER			
EXPENDITURES AND OTHER SOURCES			
(USES) OF FUNDS	\$ <u>-0-</u>	\$178,090	\$ <u>(178,090)</u>
Fund Balance April 1, 2004		<u>165,500</u>	
FUND BALANCE MARCH 31, 2005		<u>\$343,590</u>	

The accompanying notes are an integral  
 part of the financial statements.

TOWNSHIP OF MAPLE GROVE  
 COMBINED STATEMENT OF CHANGES IN ASSETS AND LIABILITIES  
 ALL AGENCY FUNDS  
 FOR THE YEAR ENDED MARCH 31, 2005

	BALANCE <u>4-1-04</u>	<u>ADDITIONS</u>	<u>DEDUCTIONS</u>	BALANCE <u>3-31-05</u>
ASSETS:				
Cash	<u>\$1,195</u>	<u>\$1,985,295</u>	<u>\$1,984,163</u>	<u>\$2,327</u>
LIABILITIES:				
Due to Other Funds	<u>\$1,195</u>	<u>\$1,985,295</u>	<u>\$1,984,163</u>	<u>\$2,327</u>

The accompanying notes are an integral  
 part of the financial statements.

TOWNSHIP OF MAPLE GROVE  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED MARCH 31, 2005

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Township of Maple Grove conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies:

FUND ACCOUNTING

The accounts of the Township are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into generic fund type and broad fund categories as follows:

GOVERNMENT FUNDS

General fund - The General Fund is the general operating fund of the Township. It is used to account for all financial resources except those required to be accounted for in another fund.

FIDUCIARY FUNDS

Trust and Agency Funds - Trust and Agency funds are used to account for assets held by the Township in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measure of results of operations.

FIXED ASSETS

The accounting and reporting treatment applied to the fixed assets associated with a fund are determined by its measurement focus. All governmental funds are accounted for on a spending or "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

TOWNSHIP OF MAPLE GROVE  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEAR ENDED MARCH 31, 2005

NOTE A SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

FIXED ASSETS (CONTINUED)

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Group, rather than in governmental funds. Public Domain (infrastructure) general fixed assets consisting of certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems, are not capitalized with general fixed assets. No depreciation has been provided on general fixed assets.

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are valued at their estimated fair value on the date donated.

The account groups is not a "fund". It is concerned only with the measurement of financial position. It is not involved with measurement of results of operations.

BASIS OF ACCOUNTING

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Taxpayer-assessed income, gross receipts, and sales taxes are considered "measurable" when in the hands of intermediary collecting governments and are recognized as revenue at that time. Anticipated refunds of such taxes are recorded as liabilities and reductions of revenue when they are measurable and their validity seems certain.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include: (1) accumulated unpaid vacation, sick pay and other employee amounts which are not accrued; and (2) principal and interest on general long-term debt which is recognized when due.

TOWNSHIP OF MAPLE GROVE  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEAR ENDED MARCH 31, 2005

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

BUDGETS AND BUDGETARY ACCOUNTING

The Township follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to the beginning of the fiscal year, the clerk submits to the Township Board a proposed operating budget for the fiscal year commencing the following April 1. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted in the Township to obtain taxpayer comments.
3. Prior to April 1, the budget is legally enacted through board approval.
4. The clerk is authorized to transfer budgeted amounts between departments within any funds; however, any revisions that alter the total expenditures of any fund must be approved by the Township Board.
5. The Township had amended the budget during the year.

CASH AND INVESTMENTS

Cash includes amounts in demand deposits. State statutes authorize the Township to invest in obligations of the U.S. Treasury, Commercial paper, corporate bonds and repurchase agreements.

Investments are stated at cost or amortized cost.

SHORT-TERM INTERFUND RECEIVABLES/PAYABLES

During the course of operations, transactions occur between funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" on the balance sheet.

ENCUMBRANCES

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrances accounting-under which purchase orders, contracts, and other commitments for the expenditure or resources are recorded to reserve that portion of the applicable appropriation is utilized in the government fund types. Encumbrances outstanding at year end are reported as a reservation of fund balances and do not constitute expenditures or liabilities because the commitments will be honored during the subsequent year. There were no significant encumbrances at year end.

TOWNSHIP OF MAPLE GROVE  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEAR ENDED MARCH 31, 2005

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

COMPENSATED ABSENCES

The Township does not pay sick or vacation time for its employees.

POST EMPLOYMENT HEALTH-CARE BENEFITS (COBRA BENEFITS)

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA) the township makes health care benefits available to former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. There are no participants in this program as of March 31, 2005.

RETIREE BENEFITS

The Township does not have health insurance coverage for its employees; therefore, there are no post-employment health care benefits.

INTERFUND TRANSACTIONS

Quasi-external transactions are accounted for as revenue or expenditures. Transactions that constitute reimbursement to a fund for expenditures initially made from it that are properly applicable to another fund are recorded as expenditures in the reimbursing fund as a reduction of expenditures in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers.

REVOLVING AND IMPROVEMENT FUND

The township maintains a revolving and improvement fund to account for money set aside by the township for future improvements of the township. The township deposits all interest earned on investments of this fund directly to the General Fund and is shown as interest income of that fund.

COMPARATIVE DATA

Comparative total data for the prior year have been presented in the accompanying financial statements in order to provide an understanding of changes in the townships financial position and operations. However, comparative data (i.e. presentation of prior year totals by fund type) data has not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to read.

USE OF ESTIMATES

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses.

TOWNSHIP OF MAPLE GROVE  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEAR ENDED MARCH 31, 2005

NOTE B - REPORTING ENTITY

For financial reporting purposes, in conformance with NCGA Statement No. 3, Defining the Governmental Reporting Entity, the Township of Maple Grove includes all funds, account groups, agencies, boards, commissions and authorities that are controlled by or dependent on the Township's executive or legislative branches (the Township Supervisor or the Board, respectively). Control by or dependence on the Township was determined on the basis of budget adoption, taxing authority, outstanding debt secured by revenues or general obligations of the Township, obligations of the Township to finance any deficits that may occur, or receipt of significant subsidies from the Township.

Based on the foregoing criteria, there were no organizations that need to be included in the Township's annual report.

NOTE C - PROPERTY TAX

Taxes levied on December 1, are payable on February 14. The townships bills and collects its own property taxes and also taxes for the county and local school districts. Taxes levied on July 1, are payable on August 31. Collections of the county and school taxes and remittances of them are accounted for in the current tax collection fund. Township property taxes are recognized when levied to the extent that they result in current receivables.

The Township is permitted by the Municipal Finance Law of the state to levy taxes up to mill for general governmental services. .8825 mill is levied for general services. \$30 per developed parcel is levied for fire service.

The delinquent real property taxes of the township normally are purchased by the County of Saginaw. The county sells tax notes, the proceeds of which are used to pay the township for these delinquent taxes. These delinquent taxes have been recorded as revenue for the current year.

NOTE D - CHANGES IN GENERAL FIXED ASSETS

A schedule of changes in fixed assets is included in the individual financial statement section.

TOWNSHIP OF MAPLE GROVE  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEAR ENDED MARCH 31, 2005

NOTE E - EXCESS OF EXPENDITURES OVER APPROPRIATIONS IN BUDGETARY FUNDS

P.A. 621 of 1978, Section 18 (1) as amended, provides that a local unit shall not incur expenditures in excess of the amount appropriated.

In the body of the financial statements, the Township's actual expenditures and budgeted expenditures for the budgetary funds have been shown on a activity basis. The approved budgets of the Township for these budgetary funds were adopted to the activity level.

During the year ended March 31, 2005, the Township incurred expenditures in certain budgetary line items which were in excess of the amounts appropriated as follows:

	<u>TOTAL</u> <u>APPROPRIATIONS</u>	<u>AMOUNT OF</u> <u>EXPENDITURES</u>	<u>BUDGET</u> <u>VARIANCE</u>
Township Board:			
Salaries	\$ 7,000	\$ 8,554	\$ 1,554
Telephone	1,600	1,642	42
Dues	2,000	2,630	630
Transportation	250	469	219
Office Supplies	500	861	361
Supervisor	400	546	146
Fire Protection:			
Telephone	1,000	1,087	87
Training	500	1,845	1,345
Insurance	500	540	40
Utilities	2,700	2,857	157
Repairs & Maintenance	2,000	3,250	1,250
Inspections:			
Building	6,000	6,360	360
Mechanical	1,500	2,145	645
Plumbing	1,500	1,600	100
Septic	300	525	225
Planning/Zoning Bd. Of Appeals	150	240	90
Parks & Rec.-Contract Svc.	2,150	2,485	335
Library Capital Outlay	-0-	850	850
Tax Roll Costs	5,000	5,359	359
Board of Review	200	735	535
Hall & Grounds-Rep. & Maint.	4,000	6,571	2,571
Payroll Taxes	1,300	3,316	2,016
Insurance	27,000	28,757	1,757
Attorney	1,000	1,615	615
Street Lights	1,700	1,701	1
Refuse Collection	100,000	100,748	748
Drains at Large	23,800	25,027	1,227



TOWNSHIP OF BENNINGTON  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEAR ENDED MARCH 31, 2005

NOTE F - CASH AND CERTIFICATES OF DEPOSIT

The Township deposits consist of various interest bearing savings and checking accounts. Michigan law does not require collateralization of government deposits.

The township's deposits at March 31, 2005 consisted of cash and certificates of deposit at one financial institution:

<u>INSTITUTION A</u>	<u>AMOUNT</u>	<u>FDIC INSURED</u>	<u>UNINSURED</u>
Cash	<u>\$315,568</u>	<u>\$100,000</u>	<u>\$215,568</u>

NOTE G - PENSION

The township maintains a discretionary pension plan for elected officials. The township contributed \$2,799 during the year ended March 31, 2005.

NOTE H - INTERFUND RECEIVABLES AND PAYABLES

The amount of interfund receivables and payables are as follows:

<u>FUND</u>	<u>INTERFUND RECEIVABLE</u>	<u>FUND</u>	<u>INTERFUND PAYABLE</u>
General	\$ <u>2,327</u>	Tax Fund	\$ <u>2,327</u>
	\$ <u>2,327</u>		\$ <u>2,327</u>

NOTE I - GASB 34

The Township has elected not to present management's discussion and analysis report and display the financial position and changes in financial position and changes in financial position of its business type activities as required by the Governmental Accounting Standards Board (GASB 34). Accounting principles generally accepted in the United States of America require the presentation of management's government-wide financial statements.

FINANCIAL STATEMENTS

OF

INDIVIDUAL FUNDS

GENERAL FUND

To account for resources traditionally associated with the governments which are not required to be accounted for in another fund.

TOWNSHIP OF MAPLE GROVE  
COMPARATIVE BALANCE SHEET  
MARCH 31, 2005 AND 2004

GENERAL FUND

ASSETS

	<u>2005</u>	<u>2004</u>
ASSETS:		
Cash in Bank	\$315,568	\$156,560
Accounts Receivable	1,340	-0-
Accounts Receivable - State	27,178	24,411
Taxes Receivable	17,496	7,020
Due from Other Funds	<u>2,327</u>	<u>1,195</u>
TOTAL ASSETS	<u>\$363,909</u>	<u>\$189,186</u>

LIABILITIES:

Accounts Payable	\$ 18,235	\$ 21,741
Payroll Taxes Due	<u>2,084</u>	<u>1,945</u>
	\$ 20,319	\$ 23,686

GENERAL FUND BALANCE	<u>343,590</u>	<u>165,500</u>
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TOTAL LIABILITIES AND GENERAL FUND BALANCE	<u>\$363,909</u>	<u>\$189,186</u>
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The accompanying notes are an integral  
part of the financial statements.

TOWNSHIP OF MAPLE GROVE  
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
YEARS ENDED MARCH 31, 2005 AND 2004

GENERAL FUND

	<u>2005</u>		<u>2004</u>
		ACTUAL (OVER) UNDER	
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>
			<u>ACTUAL</u>
<b>REVENUES:</b>			
Property Taxes	\$177,880	\$284,053	\$(106,173)
Miscellaneous	2,520	9,626	(7,106)
State Shared Rev.	177,000	180,392	(3,392)
Tax Admin. Fees	17,500	23,130	(5,630)
Interest Income	600	1,300	(700)
Rent Income	10,000	9,590	410
Cemetery		200	(200)
Cable TV	2,000	4,661	(2,661)
Permits	<u>20,800</u>	<u>25,196</u>	<u>(4,396)</u>
TOTAL REVENUES	\$408,300	\$538,148	\$(129,848)
<b>EXPENDITURES:</b>			
Twp. Board:			
Salaries	\$ 7,000	\$ 8,554	\$ (1,554)
Telephone	1,600	1,642	(42)
Dues	2,000	2,630	(630)
Transportation	250	469	(219)
Printing & Publ.	2,000	1,774	226
Office Supplies	500	861	(361)
Liability Ins./			
Worker's Comp.	4,000	3,434	566
Other	500	3	497
Pension	<u>3,000</u>	<u>2,799</u>	<u>201</u>
TOTAL TWP. BOARD	\$ 20,850	\$ 22,166	\$ (1,316)
Supervisor:			
Salaries	\$ 7,300	\$ 7,300	\$ -0-
Summer Tax Coll.	300	300	-0-
Other	<u>400</u>	<u>546</u>	<u>(146)</u>
TOTAL SUPERVISOR	\$ 8,000	\$ 8,146	\$ (146)

The accompanying notes are an integral part of the financial statements.

TOWNSHIP OF MAPLE GROVE  
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
YEARS ENDED MARCH 31, 2005 AND 2004

GENERAL FUND

	<u>2005</u>		<u>2004</u>	
		ACTUAL (OVER) UNDER		
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u> <u>ACTUAL</u>	
EXPENDITURES:				
Clerk:				
Salaries	\$ 5,700	\$ 5,700	\$ -0-	\$
Other	<u>300</u>	<u>112</u>	<u>188</u>	<u></u>
TOTAL CLERK	\$ 6,000	\$ 5,812	\$ 188	\$ 6,761
Trustees:				
Salaries	\$ 3,400	\$ 3,400	\$ -0-	\$
Other	<u>400</u>	<u>185</u>	<u>215</u>	<u></u>
TOTAL TRUSTEES	\$ 3,800	\$ 3,585	\$ 215	\$ 4,688
Treasurer:				
Salaries	\$ 5,700	\$ 5,700	\$ -0-	\$
Deputy Treasurer	700	700	-0-	
Summer Tax Collection	2,500	2,500	-0-	
Other	<u>300</u>	<u>87</u>	<u>213</u>	<u></u>
TOTAL TREASURER	\$ 9,200	\$ 8,987	\$ 213	\$ 11,419
Assessor:				
Salaries	\$ 6,600	\$ 6,600	\$ -0-	\$
Tax Roll Costs	5,000	5,359	(359)	
Printing	<u>3,000</u>	<u>1,487</u>	<u>1,513</u>	<u></u>
TOTAL ASSESSOR	\$ 14,600	\$ 13,446	\$ 1,154	\$ 12,189
Board of Review:				
Salaries	\$ 1,000	\$ 621	\$ 379	\$
Other	<u>200</u>	<u>735</u>	<u>(535)</u>	<u></u>
TOTAL BOARD OF REVIEW	\$ 1,200	\$ 1,356	\$ (156)	\$ 1,567
Elections:				
Salaries	\$ 2,000	\$ 1,894	\$ 106	\$
Supplies	1,500	983	517	
Other	<u>150</u>	<u>150</u>	<u>150</u>	<u></u>
TOTAL ELECTIONS	\$ 3,650	\$ 2,877	\$ 773	\$ 490

The accompanying notes are an integral part of the financial statements.

TOWNSHIP OF MAPLE GROVE  
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
YEAR ENDED MARCH 31, 2005 AND 2004

GENERAL FUND

		<u>2005</u>		<u>2004</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	ACTUAL (OVER) UNDER <u>BUDGET</u>	<u>ACTUAL</u>
EXPENDITURES:				
Hall & Grounds:				
Supplies	\$ 700	\$ 657	\$ 43	\$
Custodial Services	2,500	2,500	-0-	
Utilities	7,200	6,901	299	
Repairs & Maint.	<u>4,000</u>	<u>6,571</u>	<u>(2,571)</u>	
TOTAL HALL & GROUNDS	\$ 14,400	\$ 16,629	\$ (2,229)	\$ 15,946
Other General Gov't:				
Payroll Taxes	\$ 1,300	\$ 3,316	\$ (2,016)	\$
Audit	3,500	2,964	536	
Insurance	27,000	28,757	(1,757)	29,961
Attorney	1,000	1,615	(615)	1,822
Street Lights	1,700	1,701	(1)	2,660
Refuse Collection	100,000	100,748	(748)	96,460
Drain Maintenance	1,000	413	587	
Other Lighting	1,000	979	21	
Township Office	1,000		1,000	
Public Safety/Police	16,500	14,660	1,840	10,040
Drains at Large	<u>23,800</u>	<u>25,027</u>	<u>(1,227)</u>	<u>25,243</u>
TOTAL OTHER GEN. GOV'T.	\$177,800	\$180,180	\$ (2,380)	\$166,186
Fire Protection:				
Salary Chief	\$ 1,700	\$ 1,700	\$ -0-	\$
Salary Deputy	1,800	1,800	-0-	
Supplies	2,000	752	1,248	
Fuel	1,500	1,298	202	
Fire Run Fees	3,000	3,000	-0-	
Telephone	1,000	1,087	(87)	
Communications	5,800	5,153	647	
Training	500	1,845	(1,345)	
Insurance	500	540	(40)	
Utilities	2,700	2,857	(157)	
Repairs & Maintenance	2,000	3,250	(1,250)	
Capital Outlay	6,500	1,770	4,730	
Other	<u>500</u>	<u>500</u>	<u>-0-</u>	
TOTAL FIRE PROTECTION	\$ 29,500	\$ 25,552	\$ 3,948	\$ 30,943

The accompanying notes are an integral part of the financial statements.

TOWNSHIP OF MAPLE GROVE  
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
YEAR ENDED MARCH 31, 2005 AND 2004

GENERAL FUND

	<u>2005</u>		<u>2004</u>	
			UNDER (OVER) UNDER	
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>
EXPENDITURES:				
Inspections:				
Permit Refunds	\$ 5,800	\$ -0-	\$ 5,800	\$
Other	300	-0-	300	
Building	6,000	6,360	(360)	
Electrical	3,700	3,440	260	
Mechanical	1,500	2,145	(645)	
Plumbing	1,500	1,600	(100)	
Septic	300	525	(225)	
TOTAL INSPECTIONS	\$ 19,100	\$ 14,070	\$ 5,030	\$ 14,296
Planning/Zoning:				
Planning Commission	\$ 1,000	\$ 600	\$ 400	\$
Zoning Administrator	1,200	1,200	-0-	
Plan Review/Land Div.	1,400	1,220	180	
Other	2,000	99	1,901	
Board of Appeals	150	240	(90)	
TOTAL PLANNING/ZONING	\$ 5,750	\$ 3,359	\$ 2,391	\$ 2,343
Parks & Recreation:				
Contract Services	\$ 2,150	\$ 2,485	\$ (335)	\$
Park Manager	700	700	-0-	
Utilities	400	200	200	
Supplies	750	579	171	
TOTAL PARKS & RECREATION	\$ 4,000	\$ 3,964	\$ 36	\$ 3,316
Library Capital Outlay	\$ -0-	\$ 850	\$ (850)	\$
Cemetery:				
Salaries	\$ 650	\$ 650	\$ -0-	\$
Supplies	150	91	59	
TOTAL CEMETERY	\$ 800	\$ 741	\$ 59	\$ 700

The accompanying notes are an integral part of the financial statements.



TOWNSHIP OF MAPLE GROVE  
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE (CONTINUED)  
YEAR ENDED MARCH 31, 2005 AND 2004

GENERAL FUND				
	<u>2005</u>		<u>2004</u>	
			ACTUAL (OVER) UNDER	
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>
EXPENDITURES:				
Health & Welfare:				
Health Clinic	\$ 800	\$ 800	\$ -0-	\$ 752
Ambulance	<u>30,000</u>	<u>5,838</u>	<u>24,162</u>	<u>28,587</u>
TOTAL HEALTH & WELFARE	\$ 30,800	\$ 6,638	\$ 24,162	\$ 29,339
Roads & Bridges	<u>\$ 58,850</u>	<u>\$ 41,700</u>	<u>\$ 17,150</u>	<u>\$ 92,642</u>
TOTAL EXPENDITURES	<u>\$408,300</u>	<u>\$360,058</u>	<u>\$ 48,242</u>	<u>\$419,899</u>
EXCESS OF REVENUES OVER (UNDER)				
EXPENDITURES	\$ -0-	\$178,090	\$ (178,090)	\$ (5,093)
OTHER SOURCES (USES) OF FUNDS:				
Transfers In	\$ -0-	\$ -0-	\$ -0-	\$ 172
Transfers Out	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>172</u>
EXCESS OF REVENUES OVER (UNDER)				
EXPENDITURES AND OTHER SOURCES (USES)	<u>\$ -0-</u>	\$178,090	<u>\$ (178,090)</u>	\$ (5,093)
Fund Balance April 1,		<u>165,500</u>		<u>170,593</u>
FUND BALANCE MARCH 31,		<u>\$343,590</u>		<u>\$165,500</u>

The accompanying notes are an integral  
part of the financial statements.

TOWNSHIP OF MAPLE GROVE  
CURRENT TAX COLLECTION FUND  
COMPARATIVE BALANCE SHEET  
MARCH 31, 2005 AND 2004

	<u>2005</u>	<u>2004</u>
ASSETS:		
Cash in Bank	<u>\$2,327</u>	<u>\$1,195</u>
	<u>\$2,327</u>	<u>\$1,195</u>
LIABILITIES:		
Due to Other Funds	<u>\$2,327</u>	<u>\$1,195</u>
TOTAL LIABILITIES	<u>\$2,327</u>	<u>\$1,195</u>
FUND BALANCE	<u>\$ -0-</u>	<u>\$ -0-</u>
	<u>\$2,327</u>	<u>\$1,195</u>

The accompanying notes are an integral  
part of the financial statements.

FIDUCIARY FUND

CURRENT TAX COLLECTION FUND

Current Tax Collection Fund is used to receive the Township's current tax collections and to distribute such monies to the Township funds involved therein, and to other governmental agencies.

GENERAL FIXED ASSET ACCOUNT GROUP

To account for fixed assets of the  
Township



# DEMIS and WENZLICK, P.C.

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Janis K. Mead  
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Peggy Ryan  
Joyce M. Simmons  
Gail Winnick, C.P.A.

Members of the Township Board  
Township of Maple Grove  
Saginaw County, Michigan

In compliance with the provisions of Section 11, Paragraph 2, of Act 2, Public Acts of 1968, we wish to render our report of comments and recommendations which were formulated as a result of the examination our firm performed on the financial statements of the Township of Maple Grove for the year ended March 31, 2005.

As a result of our examination of the Township's financial statements, we make the following comments:

## BUDGET

The State Revenue Sharing Distribution; Law, P.A. 176, of 1980, includes a compliance requirement in budgeting. It is required under this act that expenditures do not exceed the budget. Expenditures include accounts payable at March 31.

## CREDIT CARD POLICY

The state requirement of PA 266 of 1995 requiring an applicable policy regarding the use of credit cards has not been adopted. We can supply a copy of the law or sample language, if desired.

We wish to thank the board for the excellent cooperation we received in performing the township audit. If we can be of any further assistance to the township, in these matters or any future matters, please do not hesitate to contact us.

Certified Public Accountants

Owosso, Michigan  
June 24, 2005

*Demis and Wenzlick, P.C.*